



County of Monterey

Board of Supervisors
Chambers
168 W. Alisal St., 1st Floor
Salinas, CA 93901

Board Report

File #: 17-0794, **Version:** 1

- a. Approve reinstatement of the centralized coordination of the Countywide Internship Program by the Human Resources Department; and
- b. Authorize the Director of Human Resources, or Assistant Director of Human Resources, to execute a Student Placement Agreement between California State University Monterey Bay (CSUMB) and the County of Monterey for the placement of student interns within the County organization as part of the Countywide Internship Program, commencing on August 1, 2017 through July 31, 2022.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Approve reinstatement of the centralized coordination of the Countywide Internship Program by the Human Resources Department; and
- b. Authorize the Director of Human Resources, or the Assistant Director of Human Resources, to execute a Student Placement Agreement between California State University Monterey Bay (CSUMB) and the County of Monterey for the placement of student interns within the County organization as part of the Countywide Internship Program, commencing on August 1, 2017 through July 31, 2022.

SUMMARY/DISCUSSION:

The Countywide Internship Program (“Internship Program”) was authorized by the Board of Supervisors on a pilot basis on April 29, 2008 (Attachment A), and subsequently adopted as a “permanent program” on January 11, 2011 (Attachment B) through approval of ongoing centralized management of the program. The primary objectives of the program are to promote student awareness of the diversity of County careers, enhance education and training for the local student population, strengthen overall recruitment of a future workforce, augment and support a wide range of County functions through avoided cost, and provide a centralized oversight for policy compliance. Through centralized coordination and adherence to program objectives, the Internship Program was vastly successful throughout the County organization and continued to increase in demand as departments became aware of its overall value.

Although growing increasingly popular due to its proven effectiveness, the County’s centralized coordination of the Internship Program was discontinued in FY2011/12 due to budget constraints. Fortunately, through existing Student Placement Agreements with local universities, such as the agreement between the Monterey County Department of Social Services and CSUMB (Attachment C - due to expire on July 31, 2017), the Program’s vision was able to continue. These types of agreements have allowed County departments such as the Resource Management Agency, Health Department, Social Services, Public Defender and the Human Resource Department, among others, to continue to successfully host student interns.

To further advance the County Internship Program, staff recommends your Board’s approval of the following actions:

- Reinstatement of centralized coordination of the County Internship Program by the Human Resources Department; and
- Authorization for the Human Resources Director to execute a new Student Placement Agreement (Attachment D), commencing August 1, 2017 through July 31, 2022, between the County and CSUMB for placement of students within County departments for completion of internship/externship

assignments as part of their field education and/or service learning requirements for their respective field of study.

Approval of the aforementioned actions would allow for the further advancement of the Countywide Internship Program's mission "*to provide internships that enhance students' educational objectives, strengthen career awareness, and promote public service for the County of Monterey*".

OTHER AGENCY INVOLVEMENT:

County Counsel and Risk Management have reviewed and concur with the proposed Student Placement Agreement as to form.

FINANCING:

Approval of the recommended action will not result in an impact to the General Fund.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

Approval of the recommended actions further advance all of the Board's Initiatives, due to the overarching internship assignments provided within the County organization.

Mark a check to the related Board of Supervisors Strategic Initiatives

- Economic Development
- Administration
- Health & Human Services
- Infrastructure
- Public Safety

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Approved by: Irma Ramirez-Bough, Director of Human Resources

Attachments:

- Attachment A - Board Report/Board Order from 4/29/08
- Attachment B - Board Report/Board Order from 1/11/11
- Attachment C - Current Agreement (expiring 7/31/17)
- Attachment D - Proposed Agreement